

**Usk Tennis Club**  
**Committee Meeting**

**7.00PM on Sunday 21<sup>st</sup> November 2010 at The Clubhouse**

**Present**

Alex Brown (Chairman)	Nigel Webb	Pete Hawke
John Barton (Secretary)	Kath Badran	Rhys Jones (Coach)
Jennie Parsons (Membership)	Ros Hawke (JDO)	Don Parsons (Acting Treasurer)

**Apologies**

Tudor Morgan

**Minutes**

Minutes of the last meeting on 26<sup>th</sup> September were accepted.

**Action Points from last meeting**

TM to access Child Protection Training as early as possible in 2011

Sports Match application successful, £2570 awarded. Community Chest decision awaited.

Neil Williams appointed to Men's Selection Panel. Simon Greenstreet to liaise with JB to ensure committee regularly updated.

**Updates**

Court Lights have been checked and conform with LTA standards.

New gate between Courts 1&2 being sourced by AB. New padlocks procured by AB.

AB to cost shutter for kitchen hatch in clubhouse. Action: AB

Agreed to laminate new material for junior and adult notice board. Action: RJ.

£1455 secured by KB from Wells Foundation

'Roll of Honour' Boards almost completed and ready for installation

New key cabinet (with combination lock) to be installed in coaches storeroom. Action: AB

Committee welcomed AB's recognition as Tennis Wales's Volunteer of the Year. Agreed to submit an application for Club of the Year in 2011.

## **Finance**

Income/Expenditure for last 3 months presented by DP. Agreed to move financial year to January-December in line with Athletic Club financial year. DP to discuss with Mike Kear. **Action: DP.**

Committee noted that income close to 'break-even' point. Further anticipated income to be allocated to agreed purposes before year end. KB to advise DP of details. **Action: KB**

NW presented projected costs and cash flow for next year. Annual running costs estimated to be £22,900 in total. Income to include continued fundraising and significant bar takings should cover this amount. NW and DP to review detail before next meeting. **Action: DP, NW**

Oversized netball court to be repainted (red) to improve visibility. NW discussing sale of old floodlights to Monmouth Tennis Club.

## **Club Development Project**

Plumbing & heating system currently being installed.

AB to organise installation of new kitchen from 'World of Kitchens' in early December. AB to write to Burchells with offer of membership and sponsorship in recognition of their kind offer. Committee agreed to explore provision of hot drinks vending machine and water fountain. **Action: AB**

Various quotes for flooring in kitchen, entrance and toilet areas reviewed. Agreed to ask Andy Burchell to provide additional quote for flooring. **Action: AB.**

The committee discussed the need to have a booking system for the clubhouse accessible to all sections. NW to arrange expansion of court booking system on website. **Action: NW.**

The committee agreed £20 booking fee (with use of bar) for members seeking exclusive use of room for an event. A fee of £40 agreed when bar not required. AB to confirm arrangements with Mike Kear. **Action: AB**

Committee agreed the need for regular cleaning of club room. NW to discuss hiring of external cleaners with Mike Kear as cost likely to be reasonable. **Action: NW.**

## **Coaching Update**

RJ advised committee of discussion with Sports Development Officer in Monmouthshire to expand schools programme with funding from Local Authority. School visits to take place between January and March followed by a series of Tennis Festivals (29/3, 5/4 and 12/4) and a schools tournament hosted at Usk.

RJ informed committee of plans for joint weekend event with Cwmbran Tennis Club and Inter-Club Tournaments with Cwmbran and Abergavenny beginning in February and running through to July . He has been on a referees course.

RJ advised committee of various equipment needs and was advised to submit written details. **Action: RJ.**

Committee emphasised to RJ the importance of the club providing entrants to next year's 'Road to Wimbledon' Tournament. RJ reported that there would be 50 RCJs by November and that all juniors were now BTMs.

Arrangements for the Junior Awards Evening and Christmas party on December 11<sup>th</sup> and the TISWAP Christmas Special on December 18<sup>th</sup> were discussed.

### **Fundraising**

KB advised committee of success in applications for a Coaching grant from The Wells Foundation (£1455), for Sports Match (£2750). A decision on Community Chest award (£990) expected on 16/12.

KB advised committee that interest in Race Night had been limited. AB has projector equipment. JP to produce posters around town. Action: JP

### **Membership**

Agreed that application for BTM to be included in next year's club membership form

### **Court Usage**

NW updated committee on court usage. Tennis section has first option on Courts 1-3. Other sections have first option on Courts 4&5. Junior football also given option of using cricket nets over winter.

### **Men's Night**

JB to circulate questionnaire to men's section members on preferred format and participation on men's night. NW and PH had agreed with Dil Restaurant the provision of Curry on Men's night if favoured by membership.

### **AGM**

Committee discuss recruitment of new committee members leading up to AGM in February. RH indicated that she would be relinquishing role of Junior Development Officer but hoped to identify someone to take this on. NW emphasised the importance of developing sub-committees. JB to circulate constitution. Committee to debate expansion of committee roles by email. Action: JB.

### **AOB**

NW updated committee on discussion at Junior Committee meeting when further concerns raised about offer of coaching at Usk to TD and behaviour of parents. Agreed that specific incidents needed to be recorded and dealt with in line with Club Mark guidance.

Usk ladies team commended at Tennis Wales meeting for their success in the Courtstall Summer Doubles league.

AB advised that Broadband would be installed in clubhouse.

**Date of Next Meeting** Sunday 9<sup>th</sup> January at the Clubhouse.

